24/02/2010

Otago Polytechnic   
Dunedin

Dear Mr. Burden,

We would like to thank you for taking the time to discuss with us the possibility of working with you on a project for the Forsyth Barr Stadium, and we would appreciate it if you would consider serving as client for our Senior Research Project. This would involve regular meetings to discuss our progress to ensure that we develop something that meets your needs. These meetings can be face to face, or through email.

Initially, we will draft some requirements based on our discussion earlier this week, and based on feedback we get from you, further develop some project ideas that meet these requirements.

The development process we use is called Agile Development.. This process involves several iterations focusing on gaining a detailed understanding of the project requirements, a functional prototype and a final, working product.

Each iteration has several deliverables so you can track our progress, and this allows you to be more involved with the project. We use a wiki page to record the stages in our development. This is available at:

[*http://bitweb.ict.op.ac.nz/wiki/FBS-Home*](http://bitweb.ict.op.ac.nz/wiki/FBS-Home)

You will be able to view the contents of the wiki page, and to add your own input if you wish. We have also set up this Gmail account for the project, through which you can easily contact us.

We look forward to hearing from you and appreciate your time on our behalf.

Yours sincerely,

Lisa Taylor, Julian Robinson, Hayden Parata